

Handout:

“Finding Your Family in the Amsterdam City Archives”

<https://archief.amsterdam/indexen/index.nl.html>

Above is the link to the indexes of the Amsterdam City Archives.

**NOTE: this is a FREE website – all the indexes and images (in color)**

**Please note, this website is in Dutch, so you will want to become familiar with some of the key Dutch terms to understand what you are looking at.**

Each of the results are connected to the images of the record which is described in the index.

This is what you will see when you land on the index page (just the top part of the list). Below it is a list of all 32 indexed record collections along with the English translation:



Figure 1

For each of the indexes you have a choice of doing three things:

1. “Zoek” – meaning to use the Search function to find your family
2. “Voorbeeld” – meaning Example, which shows what you will find when you are doing a search
3. “Handleiding” – meaning Guide, provides an overview of this particular record type

TRANSLATION OF RECORD TYPES:

Dutch	English
Archiefkaarten	Population registration cards
Averijgrossen	Damage records (sea faring vessels)
Begraafregisters	Burial Registers
Begraafplaatsen	Burial Locations
Bevolkingsregisters	Population Registers
Overgenomen Delen	Family Cards of people who died or moved from Amsterdam
Tijdelijk Verblijf	Temporary Population Registrations
Boedelpapieren	Inventory papers of orphans

Trouw en Begraafboete	Marriage and Burial records of orphans
Comportementboeken	Records concerning boys at school to learn to become sailors
Confessieboeken	Confession books
Doopregisters	Christening Registers
Gezinskaarten	Family Cards
Huiszittenhuizen	Poorhouse records
Lidmaten Doopsgezinden	Members of the Mennonite Church
Marktkaarten	Registers of those who had a fixed stand on the market
Ondertrouwregisters	Marriage Bann Registers
Overledenen Gasthuis	Death registers of the hospitals
Paspoorten	Passports
Patientenregisters	Hospital Patient Registers
Pensioenkaarten	Pension Cards
Persoonskaarten	Personal Registration Cards
Politierapporten	Police Reports during WW2
Poorters	Lists of Poorters – more rights than dwellers
Signalementenregister	Register of freed prisoners elsewhere in the country
Tewerkgestelden	Lists of forced laborers to Germany in WW2
Transportakten	Registrations of fixed property
Vreemdelingenregisters	Alien registers
Waterloo Gratificaties	List of those who fought Napoleon at Waterloo and earned money
Woningkaarten	House registrations with those who lived there

Figure 2

## How to use the index:

- Be prepared to use variant spellings
- Use wildcards –
  - “\*” stands for no or multiple letters and “?” Stands for only one letter. (Ba\*k\*r yields Baker, Bakker and Backer, for example)
- How to you use “ongeveer” (approximately): for Bakker you would get Backer and Bikker. For Hartman you would get Hartmann, Haffman, Hageman – this will help you find spelling variations you may not have thought about.
- Using multiple search fields (filters):
  - Search under two names
  - You will get a better result by entering two different fields rather than one. For Example, you will find more if you searched under the surname and a date, rather than the given name and surname.
- Search under the least common name
- For children, search under the mother or father surnames and then only the given name of the child
- Use dates as a limiter
- Use addresses for bevolkingsregister
- Fixing errors: if you find an indexing error you can contact the Archives at the following email: [info@stadsarchief.amsterdam.nl](mailto:info@stadsarchief.amsterdam.nl)

Let's look at the Christening registers as an example of how the indexes work and what can be found:

### Christening records:

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## *The Three Step Process:*

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**Step 1: Click on “Zoek” (search) and screen below will appear. Fill in the blanks as we will describe below:**

The screenshot shows the Arcl website interface. At the top left, there are three red 'X' icons followed by the text 'Gemeente Amsterdam Stadsarchief'. At the top right, the word 'Arcl' is displayed in red, with the text 'u bent niet ingelogd' below it. A navigation bar contains the following tabs: 'Uitleg', 'Inventarissen', 'Indexen' (highlighted in red), 'Stukken', and 'Bibliotheek'. Below the navigation bar, the title 'Dooptregisters voor 1811' is visible. On the left side, there is a section titled 'zoekveld toevoegen' with three buttons: 'persoon' (green), 'datum' (red), and 'ander' (orange). The main search area is titled 'Zoeken op naam of initialen' and contains the following fields: 'achternaam' (surname), 'tussenvoegsel' (prefix), 'voornaam' (given name), and 'rol' (role). Each of these fields has an 'ongeveer' (approximately) checkbox to its right. The 'rol' field is a dropdown menu currently showing 'kies'. On the right side, there is a 'Zoek' (Search) button and two links: 'Voorbeeld' (Example) and 'Handleiding' (Manual).

Figure 3

#### TRANSLATION TABLE:

**Achternaam** – surname

**Tussenvoegsel** – prefix – and not part of the surname

**Voornaam** – given name

**Rol** – role, choose one if you like - vader (father), moeder (mother), kind (child), getuige (witness)

**Persoon** – this allows you to add a second person to the search to help limit the results

**Datum** – this allows you to enter a date or date range to narrow the search

**Ander/Overige** – Other - this allows for filters based on archival source, religion, church, and remarks.

**Ongeveer** means approximately. This box can be checked to have the search engine look for results which are close to the search term you have entered.

The purpose is to find your ancestor, the best approach to ensure you are finding the right person is to start with a broader search, and then narrow the search by using the different elements in the search process to filter the results (Persoon, Datum, Ander, Ongeveer, and rol)

## Tips and tricks:

1. Start with only one name – usually the surname
2. Use the most unique name for the search ie. if your ancestor is Philemon Smit you should just search under Philemon first and see what appears – you will get fewer hits.
3. You will get more correct results if you include a second person than if you include the other name of the individual
4. Don't fill out the tussenvoegsel. Sometimes they weren't used, so you would be missing correct results if you limited your search to those which contained the tussenvoegsel.

Doopregisters voor 1811

zoekveld toevoegen  
persoon  
datum  
ander

Zoeken op naam of initialen

achternaam  ongeveer  
tussenvoegsel  ongeveer  
voornaam  ongeveer  
rol

In alle velden kan worden gezocht met "wildcards": \* = 1 of meer onbekende letters, ? = 1 onbekende letter

deze zoekopdracht zal 1.417 resultaten opleveren

Toon resultaat →

Figure 4

## Step 2: click on “Toon Resultaat” ( show result)

Doopregisters voor 1811

zoekveld toevoegen  
persoon  
datum  
ander

Zoeken op naam of initialen

achternaam  ongeveer  
tussenvoegsel  ongeveer  
voornaam  ongeveer  
rol

Uw zoekvraag heeft 1.417 resultaten opgeleverd

getuige	Verbeek, Aafje	geboortedatum	05-10-1795	
moeder	Verbeek, Aagie	doopdatum	07-05-1765	
moeder	Verbeek, Aagie	doopdatum	09-09-1770	
moeder	Verbeek, Aagie	doopdatum	19-02-1772	
moeder	Verbeek, Aagie	doopdatum	02-02-1774	
getuige	Verbeek, Aagie	doopdatum	02-03-1774	
moeder	Verbeek, Aagje	doopdatum	04-06-1769	
moeder	Verbeek, Aagje	doopdatum	07-02-1783	
getuige	Verbeek, Aagtje	doopdatum	11-02-1776	
moeder	Verbeek, Aaltje	doopdatum	04-02-1753	
moeder	Verbeek, Aaltje	doopdatum	26-01-1755	
moeder	Verbeek, Aaltje	doopdatum	11-03-1759	
getuige	Verbeek, Aaltje	geboortedatum	28-04-1793	

Zoek  
> Voorbeeld  
> Handleiding

kind:  
, Trijntje  
geboortedatum:  
05-10-1795  
doopdatum:  
11-10-1795  
kerk:  
Westerkerk  
godsdienst:  
Hervormd  
vader:  
Mulder, Jan  
moeder:  
Nieuwenhoff, Catharina Elisabeth  
getuige:  
Haarman, Harmen  
getuige:  
Verbeek, Aafje  
bronverwijzing:  
DTB 113, p.367(folio 184), nr.19  
Archief van de Burgerlijke Stand: doop-,  
trouw- en begraafboeken van Amsterdam  
(retroacta van de Burgerlijke Stand)  
Doopregister: NL-SAA-23565030

Figure 5

This brings up results for each possible individual. You then hover over each line to see the details of the individual who was indexed. Notice, since we did not specify the “rol” we results for all roles – this can be seen in the results where you will find the name of the person under their designated role. (in this case Aaltje Verbeek is a witness.

### Step 3: view the image

Click on the image icon just to the right of the date of the person you are investigating – you will see a full color, zoomable, image of the page containing the information from the index. This will help you...

- 1) confirm the index is correct, and
- 2) Determine if there is other information which may not have been contained in the index.



Figure 6

Follow the same steps to access other record types.

## The Most Useful Indexes to find families

### Pre 1811

Doopregisters 1564-1811, Ondertrouwregisters 1565-1811

Begraafregisters 1553-1811, Lidmaten Doopsgezinden 1668-1829

### Post 1811

Bevolkingsregisters 1851-1853; 1853-1863; 1874-1893

Bevolkingsregisters tijdelijk verblijf (1854-1934)

Overgenomen Delen 1892-1920, Gezinskaarten 1893-1939

### **TIP FOR IDENTIFYING CITY NAMES:**

Download file WITH names of cities mentioned in the Ondertrouw registers (might be useful for other registers too!) This provides the modern equivalent to names as they were recorded historically.

[https://www.amsterdam.nl/publish/pages/753563/herkomstonderzoek\\_2.pdf](https://www.amsterdam.nl/publish/pages/753563/herkomstonderzoek_2.pdf)